

VILLAGE OF MACKINAW

BUILDING PERMIT

- ❖ A building permit is required for all construction and must be obtained seven days before construction begins. **All tenants must have owners' signature before building permit is approved.**
- ❖ NOTE: All construction authorized by this permit shall begin within six (6) months after the date issuance or the permit shall automatically become void, and fees forfeited.
- ❖ Authorized construction shall be completed within one (1) year for any new construction and within six (6) months for remodeling (or construction on existing improvements) or permit holder will be subject to fines set forth in the Village Code, §153.999. In the event of unavoidable delays occur during construction and the contractor can prove satisfaction to the Zoning Officer a reasonable extension may be granted.
- ❖ Any owner or holder of a building permit who fails to complete construction within the time period set forth who fails to obtain a certificate of occupancy within thirty (30) days or final inspection following the expiration of the construction time period, shall be subject to a fine as set forth in § 153.999, for each and every day the construction has not been completed
- ❖ A pavement permit is required for all construct, reconstruct, or resurface (exclusive of sealcoating) any asphalt, concrete, or similar pavement type surface on any lot within the Village. There shall be no fee for a pavement permit.
- ❖ New construction of a home, commercial or industrial requires a building permit, pavement permit and if water and/or sewer hookup is required application of connection. Please note there are two (2) applications for connection Mackinaw corporate limits and Heritage Lake.
- ❖ There are different fees for sheds, garages, and demolition. Please see attached for the list of fees for your project. Fees are based on the square footage of the footprint of the building including the garage for new homes. Currently the fee charged is \$6.00 per one hundred (100) square feet.
- ❖ Following is some pertinent information of requirements for building:
 - Required setbacks for new residential are twenty-five (25') feet from the front lot lines, twenty-five (25') feet from rear lot lines and ten (10') feet from the side lot lines.
 - Required setbacks for commercial areas are zero (0') feet from the lot line for front yard; unless a fuel storage is in front then ten (10') from the lot line for front yard, twenty (20') from lot line for rear yard and zero (0') from lot line for side yard.
 - Required setbacks for industrial areas are zero (0') feet from any lot line.
 - Fence height requirements: front property and side property to building setback cannot exceed four (4') feet. Side and rear property from building setback cannot exceed eight (8') feet.
 - The combined square footage of the footprints of all buildings on a lot cannot exceed thirty (30%) percent of the square footage of the lot.
 - Building height cannot exceed thirty-five (35') feet, detached accessory structure cannot exceed twenty-five (25') feet or the height of the existing principal structure and shed walls cannot exceed eight (8') feet in height.
- ❖ Pole buildings are only allowed to be constructed on lots containing at least 1.5 acres and only after the principal residence has been constructed.

PLEASE NOTE: Damage to curb stop or service connection by subsequent construction activity will be responsibility of contractor or homeowner.

***If you have any other questions pertaining to General regulations and land usage, see Chapter 153 of the Village Code, this information can be found on the Village website www.mackinawil.gov or at the Village office during regular office hours. Be advised that all building construction is subject to the code of ordinances. We do not enforce any local covenant rules.**

**VILLAGE OF MACKINAW
BUILDING PERMIT APPLICATION**

**100 E. Fast Ave., PO Box 500
Mackinaw, IL 61755**

**Phone: (309) 359-5821 Fax (309) 359-8704
Zoning Officer – Joe McGrath**

(PLEASE PRINT)

Name and Address of Property Owner: _____

Phone Number: _____

Tenant (Rental Properties Only): _____

Phone Number: _____

Address of Proposed Construction: _____

Name and Address of Contractors: _____

Contractor's Phone Number: _____

LEGAL DESCRIPTION OF PREMISES (Office Use Only)

- 1. **General:** _____
(Subdivision, Lot Number and Block Number)
- 2. **Size of Lot:** _____
- 3. **Corner or Interior:** _____
- 4. **PIN Number:** _____
- 5. **Existing Buildings:** _____

TYPE OF WORK

Check one and describe proposed use

- 1. **Main or Principal Structure:** _____
- 2. **Type of Construction:** _____
(Conventional, Modular, or Manufactured)
- 3. **Accessory Structure:** _____
- 4. **Shed:** _____
(Size of Shed)
- 5. **Deck or Porch:** _____
- 6. **Demolition:** _____
- 7. **Fence:** _____
(Type and Height)
- 8. **In-Ground Pool:** _____
(Size and Gallons)
- 9. **Solar Energy System:** _____

DETAILS OF PROPOSED CONSTRUCTION

1. Size of Building in Feet: _____
 2. Height of Building in Feet: _____
 3. Depth of Building in Feet: _____
 4. Number of Stories: _____
 5. Size of Front Yard: _____
(Measure from property line to structure)
 6. Size of Side Yard: _____
(List both sides measured from property line to structure)
 7. Size of Rear Yard: _____
(Measure from rear property line to structure)
 8. Present Classification: _____
(Residential, Commercial, Industrial, Agricultural)
 9. Estimated Cost: _____
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ALL applications shall be accompanied by plans and specifications including a plot plan drawn to scale including the following:

1. Actual dimensions of the lot for the proposed construction.
2. Size, shape and location of the structure to be constructed.
3. Size, shape and location of all existing structures located on lot.
4. Entrance/Exit from the street.
5. Other information as may be necessary for proper administration and enforcement of the Zoning Code.

The information listed above is hereby factual and shall be used for the consideration of the issuance of a building permit within the limits of the Village of Mackinaw. I agree to conform to all provisions of Chapter 153 of the Village of Mackinaw Zoning Code of Ordinances. I also state that all listed proposed and existing building of the property shall be used or allowed to be used for only the purpose(s) that are set forth or permitted for its zoning classification.

Date	Owner
Date	Owner

NOTE: ALL PERMIT APPLICATIONS FOR NEW CONSTRUCTION MUST BE ACCOMPANIED BY TWO SETS OF PLANS.

ZONING APPLICATION DIAGRAM



NOTE: All construction authorized by this permit shall begin within six (6) months after the date issuance or the permit shall automatically become void, and fees forfeited.

Authorized construction shall be completed within one (1) year for any new construction and within six (6) months for remodeling (or construction on existing improvements) or permit holder will be subject to fines set forth in the Village Code, §153.999. In the event of unavoidable delays occur during construction and the contractor can prove satisfaction to the Zoning Officer a reasonable extension may be granted.

Within thirty (30) days following the expiration of the construction time period of the work authorized by this permit, the permit holder shall seek final inspection by notifying the Zoning Officer who shall make such final inspection promptly.

Applications for Certificate of Occupancy (new construction only) are available at the Village office and must be completed within thirty (30) days following the expiration of the construction time period of work authorized by this permit.

OFFICE USE ONLY

Fee Paid: _____

Check Number: _____

Cash: _____

Date: _____

Authorized Signature: _____

Permit Number: _____

Final Inspection

Completed Signature: _____

Date of Final Inspection: _____

RESOLUTION 20-06
Effective July 27, 2020

**A RESOLUTION ESTABLISHING THE FEE TO BE CHARGED PURSUANT TO SECTION
153 OF THE VILLAGE CODE OF THE VILLAGE OF MACKINAW**

BE IT RESOLVED by the Board of Trustees of the Village of Mackinaw as follows:

**SECTION 1: The following fees shall be charged in connection with Zoning Fees, Permits, and
Applications:**

A. The following fees shall be charged for the processing of application and the issuance of Zoning Use Permits, and shall be collected by the Zoning Officer, who shall be accountable to the Village for such fees:

- | | |
|--|---------|
| 1. New construction of a main or principal structure of one thousand (1,000) square feet of floor area or less | \$60.00 |
| 2. New construction of a building of more than one thousand (1,000) square feet of floor area per 100 square feet of floor area or additional fractional thereof | \$ 6.00 |
| 3. New construction of an accessory structure | \$40.00 |
| 4. New construction of a storage shed | \$20.00 |
| 5. Alter, remodel, or extend a major or principal structure for the first three hundred (300) square feet of floor area or less | \$18.00 |
| 6. Alter, remodel, or extend an accessory structure | \$20.00 |
| 7. Establish a use of land where no structure is involved | \$70.00 |
| 8. Move a structure from one lot to another | \$30.00 |
| 9. To demolish any structure, whether accessory or principal structure | \$10.00 |
| 10. Applications or petitions for variance, special use, change in use, or amendments | \$70.00 |
| 11. New construction of installing fencing | \$10.00 |
| 12. New construction of installing in-ground pool | \$25.00 |
| 13. Solar Energy System Installation | \$50.00 |